



## **Fitness Center Attendant Kiwanis Park Recreation Center (Parks & Recreation)**

### ***HOURLY STARTING SALARY***

\$9.00

This position is a part-time position, averaging 15-19 hours per week year-round.

### ***MINIMUM QUALIFICATIONS***

Currently certified or pursuing certification through a nationally recognized organization (ACE, AFAA, ACSM, etc.) Availability to work a flexible rotating schedule, mornings, evenings and weekends. A minimum of a high school diploma or GED is required.

### ***ADDITIONAL REQUIREMENTS***

This position should possess current First Aid/CPR skills and card. Successful completion of probationary period is contingent upon passing a FBI background investigation and drug test.

### ***REPRESENTATIVE ESSENTIAL FUNCTIONS***

- [ Provide information, direction and operation information regarding fitness equipment to customers
- [ Conduct both scheduled and impromptu fitness center orientations
- [ Oversee fitness center on a regular basis and offer assistance with equipment
- [ Enforce all fitness center rules, policies and procedures
- [ Assist in maintenance of all equipment, including but not limited to, wiping down all equipment on prescribed schedule along with keeping equipment maintenance logs up to date.
- [ Keep fitness center clear of debris, and re-rack any weights that have been left out
- [ Report any fitness machines in need of repair. .
- [ Participate in all staff related meetings
- [ Maintain a positive attitude at all times when working at the fitness center
- [ Dress professionally, according to the specified dress code standards
- [ Other duties as assigned by immediate manager/coordinator
- [ Attendance and punctuality is considered an essential job function

### ***BENEFITS***

- [ Has work-email account and possible link on professional website
- [ Potential to be a "personal trainer" to work with private clients

### ***SELECTION CRITERIA***

Applicants will be reviewed and only the most qualified applicants will be interviewed. Criteria will be based on knowledge, skills, abilities, availability, and experience of successful candidate. **Falsifying information or lying during any stage of the selection/hiring process will make you ineligible for new or continued City employment.**

For applications and contact information:

**Kiwanis Recreation Center**  
**Attn: Suk Ong**  
**6111 S. All America Way**  
**Tempe, AZ 85283**  
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